



Garner Parks, Recreation and Cultural Resources  
900 7th Avenue, Garner, NC 27529

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Email: [jmcallister@garnernc.gov](mailto:jmcallister@garnernc.gov)



## **"SANTA'S GOT A BRAND NEW BAG"**

### **2014 Garner Christmas Parade Application**

**Saturday, December 6 at 2:00 PM**



Thank you for your interest in taking part in this year's Garner Christmas Parade.  
Before applying, we recommend you take a moment to read the following guidelines and regulations.  
We look forward to receiving your application and wish you a happy holiday season!

#### **Theme**

This year's parade theme is "Santa's Got A Brand New Bag" and will be a celebration of toys and giving in conjunction with a Toys for Tots toy drive sponsored by the Garner Parks, Recreation and Cultural Resources Department. Please decorate your entries and costumes accordingly. Certificates will be awarded in the following categories: Best Themed Float, Best Themed Truck with Trailer, Best Marching Unit, Best Overall Theme, and the Mayor's Award.

#### **Line-up Assignments—Please note that there is a change from past policies**

Due to changes in parade route and disbandment procedures this year, instructions, assignments, entry passes and parade entry numbers **ARE REQUIRED TO BE PICKED UP AND SIGNED FOR IN PERSON** after acceptance of your application. These items will not be mailed. Following pick up, group leaders are responsible to inform participants of parade information and rules.

**Jill McAllister will be available at 742 W. Garner Rd (Garner Performing Arts Center) on the following dates and times:**

Monday, November 17—11am-1pm

Wednesday, November 19—9am-12pm

Tuesday, November 18—5pm-8pm

Thursday, November 20—12pm-2pm

#### **Rules & Regulations**

- Limited spaces are available and are generally accepted on a first come, first serve basis. The Town of Garner reserves the right to accept or deny any entry application. Note that no "issue" oriented entries will be permitted and that entries should be advertising the business or services listed on the entry form.
- Vehicles cannot be entered for advertising purposes only. They must be decorated or have some form of entertainment element in the seasonal holiday theme. Exceptions are classic cars, municipal vehicles and pageant queen cars.
- The driver of any vehicle must be 18 years and older. EVERY driver must provide a valid driver's license number and proof of insurance and must sign a waiver of liability. These items will be double checked by marshals on parade day.
- There shall be at least one adult (18 years and older) PER every 10 children under age 18 in each entry.
- Entrant representatives must sign and include a waiver of liability with applications. If this is not returned with your application you will be required to sign one when picking up parade materials on the dates listed above.
- The Town of Garner reserves the sole right to use the characters of **Santa & Mrs. Claus** for the parade. Other Santa & Mrs. Claus entries will not be permitted in the parade.
- Parade participants must arrive between 12pm and 1pm. Participants must be at designated entry spots and **ready by 1:00pm** due to road closures.
- Groups must be dressed in uniform, costume or complementary attire (i.e. same color/style shirts, hats, etc.) to represent themselves as a unit.
- All entries must clearly display entry numbers on the RIGHT SIDE of their entry. Walkers must visibly carry numbers so judges can clearly make them out.
- **Candy may only be given out by walkers.** Please do not throw candy or other items from your vehicle, float or trailer.
- This is a family event; therefore, participants may not act in a lewd manner and shall dress appropriately.
- Do not tailgate or leave gaps! Keep about four car lengths (approx. 50 feet) between each entry at all times.
- Watch for stops! Performing groups will stop 4-6 times during the parade at designated areas. Please be aware of stopped times and halt accordingly.
- No pets are permitted at the event or in the parade.
- Disbandment: Please see the attached map. Solo vehicles may disband by turning left onto Garner Rd. at the corner of Benson Hwy. (at the Toot n' Tell) after passing underneath the railroad bridge. Walkers may disband by turning right onto Garner Rd. at this intersection. Parade floats may not stop to unload until back to the original line-up spot. This will allow for the parade to continue to move and all participants to unload in a safe manner.

**APPLICATIONS ARE DUE BY FRIDAY, NOVEMBER 14 AT 5:00 PM**

**By applying to be a part of Garner's Annual Christmas Parade, you are consenting that you have read and understand the rules and regulations listed above. Questions may be directed to Jill McAllister at 919-661-4602.**

## 2014 PARADE ROUTE & DISBANDMENT



This is an overview of the adjusted parade route and disbandment areas. Performance stops will be added to this map soon and adjusted versions will be available when picking up your parade materials and instructions.

Entry Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Telephone: \_\_\_\_\_ Mobile Telephone: \_\_\_\_\_

Below, please indicate the type of participant you will be (walker, vehicle, truck with trailer, etc) and the number of participants. Pricing is listed accordingly. Please indicate the amount owed in the "Total" column.

## PAID ENTRIES

### Bicycles or Walkers

	# Bicycles	# Walkers	Cost	Total
Individual			\$45 per group	
Business			\$55 per group	
Nonprofit			\$35 per group	

### Vehicle (Car, Truck, Van without trailers)

	# Vehicles	Cost for Single	2 or More	Total
Individual		\$45	\$35 per vehicle	
Business		\$55	\$45 per vehicle	
Nonprofit		\$35	\$25 per vehicle	

### Trucks with Trailers/Floats

	# Trucks w/ Trailers	Cost for Single	2 or More	Total
Individual		\$80	\$70 per truck	
Business		\$80	\$70 per truck	
Nonprofit		\$55	\$55 per truck	

## FLOAT RENTAL

Pre-decorated floats with tow-vehicle and driver may be rented for \$600. Floats will be delivered on parade day, 1 to 2 hours before the beginning of the parade. Floats available for rent may be seen at: [jandsfloats.com](http://jandsfloats.com). Float can carry 10 adults and 15 children or the equivalent weight, thereof.

\_\_\_\_\_ Yes, our organization would like to rent a float for this year's parade.

Total: \_\_\_\_\_

## Requested Lettering on Float

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## NO COST ENTRIES

	# Bicycles	# Walkers	# Vehicles	# Trucks w/ Trailers
Fire Dept.				
EMS				
Marching Band				
Elected Official				
Child On Bike				

## Important!

See reverse side for further details and required signatures.

## IMPORTANT REMINDER

Due to changes in this year's parade route, the addition of designated performance stops and changes to disbandment policies, all entrants are required to pick up instructions, assignments, entry passes and parade entry numbers **IN PERSON** after acceptance of your application. These items will not be mailed. Following pick up, group leaders are responsible to inform participants of parade information and rules. Jill McAllister will be available at 742 W. Garner Rd. (Garner Performing Arts Center) on the following dates and times for pick up. Please plan accordingly:

- Monday, November 17: 11am-1pm
- Tuesday, November 18: 5pm-8pm
- Wednesday, November 19: 9am-12pm
- Thursday, November 20: 12pm-2pm

## **CHRISTMAS PARADE APPLICATION (PAGE 2)**

Brief description of entry (*This information will be used during videotaping of the parade for the cable access channel*):

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(attach separately if necessary)

Will your parade entry play music? Yes No *If yes, describe* \_\_\_\_\_

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Based on feedback from last year, designated stopping areas for performances will be assigned. These will be discussed at packet pick up. Will your entry require stops for performances? Yes No *If yes, describe* \_\_\_\_\_

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Line up space allocation: *Please indicate type of vehicle & trailer and their lengths (Please make sure this is an accurate number or you might not have enough allocated space in line up)*

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Line up/placement requests: *If you have any requests for placement in the parade or any requests to be lined up with another entry, please indicate below. We do not guarantee these requests, but we will do our best to honor them when possible.*

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### **PAYMENT & IMPORTANT FORMS**

- ◇ Make checks payable to: Town of Garner
- ◇ Please enclose liability waiver for applicant.
- ◇ Please enclose copy of drivers license, valid insurance & liability waiver for all drivers.
- ◇ Nonprofits must attach a copy of current 501 (c) 3 status. NO EXCEPTIONS.

### **AGREEMENT**

All the information you provided is true. You agree to follow all the parade rules and guidelines. Any changes must be first approved by the Town of Garner. Please return the form for approval to [jmcallister@garnernc.gov](mailto:jmcallister@garnernc.gov) or mail to 900 7<sup>th</sup> Avenue, Garner, NC 27529 with attention to Jill McAllister by **Friday, November 14 before 5:00pm.**

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

#### Office Use Only

Date received: \_\_\_\_\_ Driver/Liability waiver signed: \_\_\_\_\_ Fee: \_\_\_\_\_

# GARNER CHRISTMAS PARADE

## Liability Regulations

### RELEASE AND HOLD HARMLESS AGREEMENT

The Applicant/Sponsor agrees to the following:

Indemnify, save harmless, and defend Town of Garner, and its successors in interest from and against any and all claims, demands, actions, debts, liabilities, and attorney's fee arising out of, claimed on account of, or in any manner predicated upon loss or damage to property of and injuries to or death of any and all persons whatsoever, in any manner caused or contributed to by the Applicant, its agents, or employees while in, upon or about the Garner Christmas Parade or its successors in interest from any liability and that the Town of Garner may suffer as the result of acts of negligence, fraud, or misconduct of any Applicant's agent or employees on or about the Garner Christmas Parade.

Release the Town of Garner from any and all liability for loss of damage to property and merchandise used by the Applicant in the operation of the parade due to theft, fire, storm, flood, and damages through any force of nature or otherwise.

I further grant the Town of Garner permission to use any photographs, motion picture, recording or any other record of my participation in the parade for any legitimate reasons.

I have read and will follow all the parade guidelines and restrictions.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### DRIVER'S FORM

Total Number of Drivers \_\_\_\_\_

Each and every driver of the vehicle/float must read and sign this agreement (if necessary make copies & attach as needed)

I certify that I am at least 18 years old, that I have a valid driver's license and insurance and I assume all liability for anyone riding in my vehicle or the float that I tow in the parade.

I also certify that there will be at least one adult (18 years or older) to supervise 10 children (under 18) on the vehicle or float that I tow and that the adult has full authority to require the children act in a safe manner.

I will ensure that only walkers throw candy for my entry. I will ensure that float or vehicle riders will not throw candy or other items. Candy will not be thrown in the path of any vehicle nor will they throw any items including candy with malicious intent.

I will ensure that a distance of approximately 50 feet (or four car lengths) is kept between my vehicle and other entrants.

I will watch for performance related or other stops and halt movement accordingly.

I also understand that this is a family event and that no one in my vehicle or float will act in a lewd manner, and all riders will dress appropriately.

Print Each Driver's Name: \_\_\_\_\_

1) Driver must sign here: \_\_\_\_\_ Date: \_\_\_\_\_

Insurance Company Name and Policy Number \_\_\_\_\_

2) Driver must sign here: \_\_\_\_\_ Date: \_\_\_\_\_

Insurance Company Name and Policy Number \_\_\_\_\_

Please provide copies of drivers license and insurance cards. These will be double checked on parade day.  
Add additional sheets if necessary